

## MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAMS:

The Master of Business Administration (MBA) programs are designed for students to broaden their view of business that include management, marketing, accounting, human resource, organizational behavior, business research etc. Students would have an option to select an area of specialization to strengthen their expertise. MBA degree will equip students to work at managerial positions in the industry, business or government sectors etc. Virtual University of Pakistan is offering MBA programs as under:

- 1) **MBA (3 ½ -Year/ 7-Semester, 96 Credit Hours) study program for candidates having 14-year of education.**
- 2) **MBA (2 ½ -Year/ 5-Semester, 72 Credit Hours) study program for candidates having 16-year of non-business education.**
- 3) **MBA (Executive) 2-Year/ 4-Semester, 72 Credit hours for candidates having 14-year of education along with 4-year job experience.**
- 4) **MBA (1 ½ Year/ 3-Semester, 36 Credit Hours) for candidates having BBA/BS (BA) 4-year program.**

### [HEC GUIDELINES FOR BUSINESS ADMINISTRATION EDUCATION](#)

- 1) **MBA (3 ½ -Year/ 7-Semester, 96 Credit Hours)**

The Faculty of Management offers a 3½ -year /7-semester program leading to an MBA degree. The program is designed specially for Bachelor graduates having 14-year education who want to adopt business as career and likes to enhance their professional business skills. The program provides opportunities to learn special business techniques required to excel in the challenging and rapidly changing world. The student can opt any one of the areas of specialization including 'Banking', 'Finance', 'Human Resource Management', 'Information Technology', 'Management', and 'Marketing'.

### ADMISSION ELIGIBILITY CRITERIA:

Candidate having 2-year Bachelor (14-year of education, i.e., BA/B.Sc./B.Com etc) from a recognized University/Institute with at least 45% marks or CGPA 2.00 out of 4.

### ASSESSMENT OF STUDY PROGRESS:

The students' study progress evaluation mechanism is based on continuous assessment throughout semester by giving assignments, on-line quizzes, Graded Moderated Discussion Boards (GMDBs), mid-term and final-term exams. The mid-term and final-term exams are conducted at VU's designated exam centers and usually count 80 to 85% of the total marks of a course.

#### AWARD OF DEGREE:

To be eligible for the award of MBA (3½ -year) candidates are required to complete at least 96 credit hours course work program by attending minimum 7-semester with at least Cumulative Grade Point Average of 2.30 out of 4.

#### SCHEME OF STUDY:

The courses may be revised from time to time as a result of continuous review to bring them at par with courses being taught at top-class foreign universities. While reviewing the courses needs of local industry and job market are also given full consideration courses. The candidates are required to complete the following MBA courses.

[Click here to View Study Scheme of Master of Business Administration](#)

**Total Credit Hours = 96**

#### PROJECT/ INTERNSHIP REPORT:

Students are required to complete a Project/ Internship Report of 3-credit hours in the final semester of their MBA (3 ½ -year) program. The choice of the final project is at the student's discretion. However, consultation with the student advisor is compulsory. Students have to submit a detailed write-up of the Project and may be required to give a presentation.

Student taking Internship course are required to complete 6 to 8 weeks internship in the organization and shall get internship letter from the concerned organization. The students who are already in service shall be exempted from Internship but required to submit the Project.

#### 2) MBA (2 ½ -Year/ 5-Semester, 72 Credit Hours)

The Faculty of Management offers a 2½ -year /5-semester program leading to an MBA degree. The program is designed specially for candidates having 16-year non-business education who want to adopt business as career and likes to enhance their professional business skills. The program provides opportunities to learn special business techniques required to excel in the challenging and rapidly changing world. The student can opt any one of the areas of specialization including 'Banking', 'Finance', 'Human Resource Management', 'Information Technology', 'Management', and 'Marketing'.

#### ADMISSION ELIGIBILITY CRITERIA:

Candidate having 16-year of non-business education (who have put in minimum of 4 years of education after Intermediate, and obtained professional degrees like B.Sc. /B.E (Engineering), B.Sc. Agriculture, LLB or 4 years BA/BS programs/MBBS or Masters Degree in non-business discipline from a recognized university/institute with at least 45 % marks or CGPA 2.25 out of 4. BBA 3-year graduates with at least 45 % marks or CGPA 2.00 out of 4 are eligible & allowed course exemptions by the University.

#### ASSESSMENT OF STUDY PROGRESS:

The students' study progress evaluation mechanism is based on continuous assessment throughout semester by giving assignments, on-line quizzes, Graded Moderated Discussion Boards (GMDBs), mid-term and final-term exams. The mid-term and final-term exams are conducted at VU's designated exam centers and usually count 80 to 85% of the total marks of a course.

#### AWARD OF DEGREE:

To be eligible for the award of degree of MBA (2½-year) candidates are required to complete course work program by attending minimum five semesters, at least 72 credit hours with a minimum Cumulative Grade Point Average of 2.30 out of 4.

#### SCHEME OF STUDY:

The courses may be revised from time to time as a result of continuous review to bring them at par with courses being taught at top-class foreign universities. While reviewing the courses needs of local industry and job market are also given full consideration courses. The candidates are required to complete the following MBA (2½ year) courses:

[Click here to View Study Scheme of Master of Business Administration](#)

**Total Credit Hours = 72**

#### PROJECT/ INTERNSHIP REPORT:

Students are required to complete a Project/ Internship Report of 3-credit hours in the final semester of their MBA (2½ year) program. The choice of the final project is at the student's discretion. However, consultation with the student advisor is compulsory. Students have to submit a detailed write-up of the Project and may be required to give a presentation.

Student taking Internship course are required to complete 6 to 8 weeks internship in the organization and shall get internship letter from the concerned organization. The students who are already in service shall be exempted from Internship but required to submit the Project

3) MBA (Executive) 2-Year/ 4-Semester, 72 Credit hours

The Faculty of Management offers a 2-year program leading to an MBA (Executive) degree. The program is designed for candidates having 14-year of education with 4-year job experience at Managerial cadre who want to adopt business as career and like to enhance their professional business skills. The program provides opportunities to learn special business techniques required to excel in the challenging and rapidly changing world. The student can opt any one of the areas of specialization including 'Banking', 'Finance', 'Human Resource Management', 'Information Technology', 'Management' and 'Marketing'. (Note: The one year Business Education program after 14 years education shall be equal to a Diploma in Business Administration).

#### ADMISSION ELIGIBILITY CRITERIA:

Candidate must have minimum 14-year education with 4-year experience / 16-year education with 2-year experience with followings:

- At least 2nd division (at least 45 % marks).
- Experience must be post-qualification at Managerial position.
- Public sector Employee (Grade 17 or above) or Private sector Employee (Income Tax Payer having NTN).

#### ASSESSMENT OF STUDY PROGRESS:

The students' study progress evaluation mechanism is based on continuous assessment throughout semester by giving assignments, on-line quizzes, Graded Moderated Discussion Boards (GMDBs), mid-term and final-term exams. The mid-term and final-term exams are conducted at VU's designated exam centers and usually count 80 to 85% of the total marks of a course.

#### AWARD OF DEGREE:

To be eligible for the award of degree of 2-year MBA (Executive) candidates are required to complete course work program by attending minimum four semester, at least 72 credit hours with a minimum Cumulative Grade Point Average of 2.30 out of 4.

#### SCHEME OF STUDY:

The courses may be revised from time to time as a result of continuous review to bring them at par with courses being taught at top-class foreign universities. While reviewing the courses needs of local industry and job market are also given full consideration courses. The candidates are required to complete the following MBA (Executive) courses:

[Click here to View Study Scheme of Master of Business Administration \(Executive\)](#)

**Total Credit Hours = 72**

Project / Internship Report:

Students are required to complete a Project/ Internship Report of 3-credit hours in the final semester of their MBA (Executive) program. The choice of the final project is at the student's discretion. However, consultation with the student advisor is compulsory. Students have to submit a detailed write-up of the Project and may be required to give a presentation.

Student taking Internship course are required to complete 6 to 8 weeks internship in the organization and shall get internship letter from the concerned organization. The students who are already in service shall be exempted from Internship but required to submit the Project.

#### 4) MBA (1 ½ Year/ 3-Semester, 36 Credit Hours)

The Faculty of Management offers a 1½ year program leading to an MBA degree. The program is designed for candidates having Bachelor of Business Administration (4-Year program) who want to enhance their professional business skills. The program provides opportunities to learn special business techniques required to excel in the challenging and rapidly changing world. The student can opt any one of the areas of specialization including 'Banking', 'Finance', 'Human Resource Management', 'Information Technology', 'Management', and 'Marketing'.

#### ADMISSION ELIGIBILITY CRITERIA

Candidates holding 4-year Bachelor of Science in Business Administration with at least CGPA 2.25 out of 4.00/ 2nd Division (at least 45 % marks) are eligible to apply.

(Note: Candidates having specialization in their 4-year Bachelor of Business Administration are not allowed to select the same area of specialization as mentioned under Areas of Specialization).

#### ASSESSMENT OF STUDY PROGRESS:

The students' study progress evaluation mechanism is based on continuous assessment throughout semester by giving assignments, on-line quizzes, Graded Moderated Discussion Boards (GMDBs), mid-term and final-term exams. The mid-term and final-term exams are conducted at VU's designated exam centers and usually count 80 to 85% of the total marks of a course.

#### AWARD OF DEGREE

To be eligible for the award of Master of Business Administration (1½ year), the candidates are required to complete course work program by attending minimum three semesters, at least 36 credit hours with a minimum Cumulative Grade Point Average of 2.30 out of 4.

#### SCHEME OF STUDY:

The courses may be revised from time to time as a result of continuous review to bring them at par with courses being taught at top-class foreign universities. While reviewing the courses needs of local industry and job market are also given full consideration courses. The candidates are required to complete the following courses.

[Click here to View Study Scheme of Master of Business Administration](#)

**Total Credit Hours = 36**

#### RESEARCH PROJECT/ INTERNSHIP PROJECT:

Student who completed Internship in their previous bachelor degree/ already in service is required to complete a Research Project of 3-credit hours in the final semester of their MBA (1½ year) program. The choice of the final project is at the student's discretion. However, consultation with the student advisor is compulsory. Students have to submit a detailed write-up of the Project and may be required to give a presentation.

Student that has not completed Internship in their previous Bachelor degree is required to take 6 to 8 weeks internship in an organization and shall get internship letter from the concerned organization.

**NOTE:** A student may select at least four courses from the area of specialization which not previously qualified in 4-year Bachelor of Business Administration.

#### FEE STRUCTURE

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